



2022
Vendor Information



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On behalf of The Carolina Christmas Fest Committee, it is my pleasure to invite you to join us and participate in this Inaugural holiday celebration at the Southeastern NC Agricultural Center!

The event will take place on Saturday, December 3, 2022

FESTIVAL LOCATION:

Southeastern NC Agricultural Center
1027 US-74 ALT, Lumberton, NC 28358

FESTIVAL HOURS:

12:00 PM- 7:00 PM

CHECK-IN:

Friday, December 2, 2022

1:00 PM-6:00 PM

or

Saturday, December 3, 2022

8:00 AM-10:30 AM

All vendors must be in place and ready to exhibit by 11:30 AM

TEAR-DOWN:

The event ends at 7:00 PM. No early teardowns allowed or you will not be invited back.

EVENT PUBLICITY:

Publicity for the event includes citywide newspaper, periodic radio, social media, flyers and e-blasts. The event is a fundraiser for The April Hunt Foundation, a 501c3 dedicated to providing grants for people with life-threatening illnesses that need financial assistance.

If you have any questions, please do not hesitate to contact me.

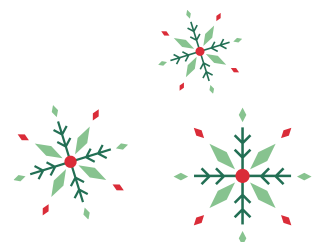
Thank You,

Talayah Hunt

Talayah Hunt

Vendor Coordinator

info@carolinachristmasfest.org



2022
CAROLINA CHRISTMAS FEST
VENDOR RULES & REGULATIONS

Please read the following rules/regulations. Submitting your application and paying vendor fee is confirmation of your acceptance and agreement.

- To maintain the Christmas theme of the festival, all indoor booths and outside tents must be decorated in a holiday manner. Outdoor tents should be secured in a proper manner as to eliminate any risks to patrons attending the festival. Tent leg sandbags may be purchased on Amazon or at your local sporting store.
- Inside lighting of each tent is mandatory, as the lighting in the parking lot will not be sufficient. We suggest battery operated lights as electrical access is limited.
- Vendor Booth Spaces:
 1. Indoor vendor booth spaces will be 10ft.x10ft and include 8ft. table and 2 chairs.
 2. Outdoor vendor booth spaces will be 12ftx12ft. Vendor is responsible for tent, table and chairs.
 3. Food Vendor spaces are 15ft.x10ft.
 4. Arts & Crafts- Indoor Booth- \$30.00/Outdoor Booth- \$15.00
 5. Merchandise- Indoor Booth-\$40.00/Outdoor Booth-\$20.00
 6. Food Booth- All outdoor- \$75.00
- Vendor space must be kept clean, safe, and in sanitary condition. All trash must be placed in plastic bags and boxes broken down and placed in a dumpster designated by the Christmas Committee.
- Designated parking will be provided for all vendors.
- Vendor is responsible for obtaining and maintaining, in full force for the duration of the festival, all necessary federal, state, local, or municipal permits, licenses, certificates, or approvals. Vendor is responsible for the proper collection, and reporting of any federal, state, local, municipal sales or use taxes and must comply with municipal laws, ordinances, and regulations.
- Vendors wishing to insure their goods must do so at their own expense. Carolina Christmas Fest assumes no responsibility for damage to, nor guarantees the safety of, property from fire, accident, or any other cause whatsoever; items lost or stolen over the course of the event (including setup and tear-down); and/or injury to the vendor's agents or employees.
- There are NO vendor refunds. Event will take place rain or shine. However, the Christmas Committee may shorten the hours in the case of inclement weather due to safety concerns.
- No music to be played in booth space.
- The only items that may sold at booth are the ones that were approved on the vendor application.
- Food vendors must provide copy of food service license.